Brisley Parish Council

Minutes of a meeting of Brisley Parish Council held on Wednesday 7th October 2026 at 7.00pm in the Village Hall.

Present: Cllr Henry Collinge (Chair)
Cllr Richard Dykes (Vice Chair)
Cllr Julie Colley
Cllr Bridget Diggens
Cllr Tony Irons
Cllr Peter Dennis
Cllr Bobby Green

District Cllr Bill Borrett
County Cllr Tom Dickerson
Two Members of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. There were no apologies for absence.

2. To receive declarations of interest.

Cllr Dennis declared an interest in item 13a. and will take no part in the discussion.

3. To approve the minutes of the meeting held on the 2nd September 2026.

Cllr Collinge proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Dennis and unanimously agreed by Council. The Chairman duly signed the minutes.

4. To receive County and District Councillor reports.

C/Cllr Dickerson reported:

- Local Government Reorganisation has stopped and Council are trying to the recoup from Government the money spent on the project.
- The Highways Engineer will be looking at alternatives to crash barriers on the School Road/Church Street junction.
- Due to a change in County Council policy, the VAS speed sign will not be replaced.
- The works on Gateley Road will be chased up.
- In respect of devolution, if Norfolk and Suffolk agree to go ahead, elections for a mayor are likely to take place next year which will bring in more money to the county.

D/Cllr Borrett reported:

- In respect of devolution, there are currently no funds on the table and it will be an extra cost with the mayor able to raise a precept.
- An overnight visitor levy is one power for mayors currently being considered by Government and the D/Cllr urged everyone to respond to the questionnaire on the Breckland website.
- The Spark Fund is open and would be appropriate for play area repairs.

The Chairman thanked both Councillors for their reports and they both then left the meeting.

5. Open Forum: an opportunity to hear from members of the public.

In response to a question regarding the speed signs, Council confirmed that the VAS sign on Church Street will not be replaced, due to County Council cuts.

6. Highway Matters

a) To receive an update on matters reported to Norfolk and Breckland Councils.

The following updates were noted:

- Degradation of road surface on Gateley Road – works programmed and the C/Cllr will chase this up.
- VAS sign, Church Street – condemned – sign will not be replaced.
- Footpath 6 impassable – reported to Highways.
- The Hill, roadside degradation –reported to Highways and works completed.
- School Road – overgrown hedge – reported to Highways and works completed.
- Hedge over roadway at School Road junction of Gateley Road – the land owner will be requested to deal.

b) To receive an update regarding the Parish Partnership scheme installation of information boards for the Green.

Cllr Dennis reported that, due to the hard ground, the signs have not yet been installed but works are now planned.

c) To receive an update regarding the 'crash barriers' application to the Parish Partnership scheme 2027.

Council will await an update from the Highways Engineer before making a decision.

d) To consider a request from the Speedwatch Team for funding of 'A' Board Road Signs.

Council considered this request but agreed to wait for evidence from the new Speedwatch Team before making a decision.

The Chairman thanked the team leader and Speedwatch members for volunteering. The team leader said that new members are needed and they can be trained in-house.

7. Planning

a) Applications for consideration.

Council noted the following appeal and that Council's original comments will be taken into consideration.

- Planning appeal - Land South of Gateley Road and adjacent to the Old Orchards, Gateley Road, Brisley (Appeal ref 6015315).

b) To note any planning decisions/appeals.

Council noted that no decision has been made on the following application.

- PL/2026/1089/FMIN - Hall Farm, Church Street – change of use and conversion of an agricultural storage building to 1 no self build dwelling, and a new toilet cabin to serve the existing tourism use.

c) To receive an update regarding the Housing for Local People scheme.

Council noted that negotiations continue with Anglian Water.

d) To receive an update regarding the Breckland Local Plan.

There was no update in respect of the Local Plan.

8. Open Spaces

a) To receive an update concerning the public liability cover requirements in respect of the ponds on the commons.

Cllr Dykes confirmed he was able to measure the ponds online but there may be a small fee for the maps; he will report back to the next meeting.

Council approved the purchase of individual pond signs at £8.73 each and a design for the signs to go on the information boards will be circulated for consideration.

b) To receive an update regarding the polluted South Green pond.

Cllr Diggens reported that the pond dye test had proved inconclusive. A camera inspection was considered but it was agreed this may also prove inconclusive. Cllr Dykes agreed to investigate alternatives and report back to the next meeting.

The installation of a Klargester was suggested at the recent Grazing Rights Holders meeting but Council agreed this was too impractical and complicated to take forward.

The Environment Agency are continuing investigations and will water test again once levels are higher.

c) To note the minutes and consider items raised at the recent Grazing Rights Holders meeting.

Council noted the minutes and considered the following issues:

The area of land between the Woods Lane junction and The Bell will be inspected to see if the growth of brambles/blackthorn is impacting highway safety.

Cllr Dennis proposed the purchase of 20 posts to repair the Harpers fencing, at a cost of £200, this was seconded by Cllr Green and put to the vote, with six in favour and one abstention, the vote was carried. The grazier will carry out the repairs.

d) To consider the sale of the allotment Christmas Trees.
Cllr Dennis reported that there were ten 4-5ft ready for sale. It was agreed the most suitable way to sell would be a root ball in a hessian bag, purchasers can then either pot them up or cut off the root. It was agreed the trees can be sold at a cost of £40 each, with a collection day of the 5th December. An advert will be placed on FB and on the notice board.

e) To consider quotes for play area equipment repairs.
The quote was not yet available but Cllr Collinge proposed that, once received, an application to the Spark Fund be submitted, this was seconded by Cllr Diggens and unanimously agreed by Council.

f) To consider the restoration of the large pond on Harpers Green.
Council agreed that the pond required desilting as there was up to 2ft of silt. A volunteer, certificated driver will be approached to see if they are able to assist.

9. To receive reports on the regular inspections of village sites where the Council has a responsibility and consider any maintenance required.

North Green (Cllr Green) – all is in good order with the Green now having been topped. The tree on Green Lane will be cut back.

South Green (Cllr Diggens) – a grazing plan for 2027 has been agreed, with grazing not taking place until after a hay cut. It is hoped that the current long areas will be cut and baled and the blackthorn topped this year.

Cllr Diggens reported that it was difficult to arrange a single day for the pond working party and it was agreed that volunteers could be briefed in respect of risk and then work in pairs.

Footpaths (Cllr Diggens) – we continue to wait for news from Highways on Footpath No 6.

Churchyard (Cllr Colley) – nothing to report in the churchyard. All looks very tidy and in good order with lots of silk flowers.

Play area (Cllr Dykes) – the broken ladder has been coned off and the goal nets removed. A tyre has also been removed to the outside of the site although it is still being played with by the children. Cllr Dykes will fill any rabbit holes as they appear.

Defibrillator (Cllr Dykes) – regular checks continue.

Patch Corner (Cllr Dennis) – the pond is nearly completely dry and it is a good time to clear some of the growth around the pond margin; Cllr Green volunteered to carry out this work.

Allotments (Cllr Dennis) - the plot holders had their annual get together to decide the winners of the closely fought competition for tallest sunflower and largest pumpkin, tea and cake was enjoyed by all. The group also discussed any problems going forward, which mainly centred around the weather and water supply.

Amenity Area (Cllr Dennis) – all the pathways have been mown and the area is in good order.

Harpers Green (Cllr Dennis) – there are now three head of cattle and a calf grazing the Green and that seems to be working well. The large pond is completely dry at the moment. Otherwise, all is in order. A quote for a day's mulching work to be carried out between Harpers and the North Green over winter will be obtained.

The Hill – the Japanese Knotweed has been treated once again, there is only a small bit now and it is hoped it will not return. The majority of the Himalayan Balsam has also been removed.

At this point, Cllr Irons left the meeting.

10. To receive an update regarding the Community Resilience Emergency Plan.

Cllr Dykes circulated the current draft plan which now required approval at the December meeting, before being published and circulated to all households.

11. To consider the tender document for the 2027 grass cutting contracts.

Council approved the document which will now go out to tender.

12. To consider an upgrade to the Parish Council website.

Council agreed there was no need for an upgrade at the present time.

13. Finance & Governance Matters

a) To receive a financial report for the year 31st March 2027.
The financial report (attached) was noted. Council noted the final total for the Amenity Crowdfunder of £309.11, which was considered a great success and gratefully received towards the upkeep of the area.

b) To review the allotment rental fees.
There was no proposal to increase the fees. Council did note that the water bill is likely to be high this year but within the contract there is room to recoup high costs from the tenants.

c) To review the burial ground fees.

Cllr Collinge proposed that the fee for the burial of a body over 18 years of a non-resident with no links to the village be increased to £491, so the fees are consistent. This was seconded by Cllr Dykes and unanimously agreed by Council.

d) To approve the following payments and note any receipts.

Cllr Collinge proposed approval of the following payments, this was seconded by Cllr Dykes and unanimously agreed by Council. The receipts were noted.

PAYMENTS		
P31	Grass Contractor 1 (August)	NO WORKS
P38	Contractor - Japanese Knotweed weed spray	£40.00
P39	Clerk Salary & Allowance (Oct)	£608.49 (SO)
	(includes back dated salary award – to 01/04/2026)	
P39	HMRC PAYE	£25.00
P39	HMRC Employers NIC	£29.47
P40	Grass Contractor 1 (September)	£414.60
P41	Grass Contractor 2 (September)	£tbc
P42	RBL Poppy Wreaths (x2)	£46.00
P43	Information Boards – Postfix	£28.46
RECEIPTS		
R11	Breckland Precept (2 of 2)	£7,915.00
R10	Allotment Deposit	£20.00

14. Correspondence for consideration.

There was no correspondence for consideration.

15. To receive any new items for the next agenda.

There were no new items for the next agenda.

16. To note the next meeting of the Parish Council will be held on Wednesday 4th November 2026 at 7.00pm in the Village Hall.

The date of the next meeting was noted and the Chairman then closed the meeting at 8.50pm.

Signed: Date:

BRISLEY PARISH COUNCIL - FINANCIAL REPORT - OCTOBER 2026

BUDGET REPORT FOR YEAR ENDING 31ST MARCH 2027

PAYMENTS*	**ACTUAL 2025/26**	**BUDGET 2026/27**	**SPEND TO DATE**	**AVAILABLE**	**% SPEND**
Salary	5,966	6,359	3,826	2,533	60%
Admin	1,483	2,058	1,054	1,004	51%
Open Spaces	10,066	10,697	4,373	6,324	41%
Donations		0	30		
TOTAL	**17,515**	**19,114**	**9,283**	**9,861**	
Parish Partnership		**1,141**	**3,281**		
HLS (Harpers)	**360**	**1,125**	**2,806**	**- 1,681**	249%
Donations	-	130	0.00		
Defibrillator	100	140	0.00		
TOWNLANDS	**100**	**270**	**-**		0%
**includes payments as listed on agenda*					

Open Spaces includes all green spaces with the exception of Harpers Green.

RECEIPTS	**ACTUAL 2025/26**	**BUDGET 2026/27**	**RECEIVED TO DATE**	**DUE**	**% RECEIVED**
Precept	13,260	15,830	15,830	-	100%
Burials	-	-	348	- 348	
Wayleaves	510	511	510	1	100%
Allotments	795	615	20	595	3%
Amenity (inc C/Funder)	2,034	2,028	261	1,767	13%
Bank Interest	242	-	118	-	
TOTAL	**16,841**	**18,984**	**17,087**	2,015	90%
HLS (Harpers)	**2,469**	**1,469**	**-**	1,469	0%
(HLS currently extended to 30.06.2028)					
TOWN LANDS	**270**	**270**	**-**	270	0%

Bank Reconciliation as at 8th September 2026		
Balance per bank statements		
Barclays Savings Account	16,715.23	
Barclays Current Account	2,619.04	
Less any unpresented cheques	36.00	
Add any outstanding payments into bank	0.00	
		19,298.27
The net balance reconciles to the Cash Book for the year, as follows:		
Opening Balance as at 1st April 2026	24,979.67	
Add receipts in the year	10,000.95	
Less payments in the year	15,682.35	
Closing balance per cash book		**19,298.27**
which includes the following reserves:		
Higher Level Stewardship Scheme (Harpers)	7,170.91	
Tree Reserve	1,000.00	
Defibrillator	95.65	
Townlands	390.00	
Allotment Deposits	420.00	
GENERAL RESERVE		**10,221.71**